



National
Aeronautics and
Space
Administration

Leadership and Management Development Activity Nomination

(HQ Civil Servants Only)

A. LEARNING INSTITUTION AND DEVELOPMENTAL PROGRAM

1. LEARNING INSTITUTION WHERE SELECTED DEVELOPMENTAL PROGRAM WILL BE HELD	2. LOCATION OF LEARNING INSTITUTION
3. NAME OF SELECTED DEVELOPMENTAL PROGRAM	
4. SPECIFY THE DATE OR TIME FRAME OF THE PROGRAM <input type="checkbox"/> DATE: _____ OR <input type="checkbox"/> TIME FRAME: _____ TO _____	
5. INDICATE THE LEADERSHIP COMPETENCY AREA(S) IN WHICH YOU WILL FOCUS (See the <u>NASA Leadership Model</u> or the Office of Personnel Management's Executive Core Qualifications (ECQs) for details regarding leadership competency areas.)	

B. NOMINEE INFORMATION

1. NAME (Last, First, MI)	2. TITLE	
3. ORGANIZATIONAL MAILING ADDRESS (Include Suite Number)	4. FAX NUMBER (w/Area Code)	5. OFFICE PHONE (w/Area Code)
	6A. SERIES	6B. GRADE
7. DESCRIBE YOUR MANAGERIAL OR LEADERSHIP RESPONSIBILITIES, INCLUDING THE LENGTH OF TIME IN YOUR CURRENT POSITION (If applicable)		
8. DESCRIBE THE RELATIONSHIP BETWEEN YOUR CAREER GOALS AND THE DEVELOPMENTAL OPPORTUNITY FOR WHICH YOU ARE APPLYING. DESCRIBE THE DIFFERENCE THIS TRAINING WILL MAKE TO YOUR ORGANIZATION OR CUSTOMERS		
9. DESCRIBE THE RELATIONSHIP BETWEEN THIS DEVELOPMENT OPPORTUNITY FOR WHICH YOU ARE APPLYING AND THE NASA LEADERSHIP MODEL. THE NASA LEADERSHIP MODEL WAS DEVELOPED TO ENSURE THAT NASA'S LEADERSHIP AND MANAGEMENT DEVELOPMENT AREAS ARE ALIGNED WITH THE REQUIREMENTS OF THE NASA STRATEGIC PLAN AND STRATEGIC MANAGEMENT SYSTEM. THE NASA LEADERSHIP MODEL SPECIFIES THE SKILLS AND BEHAVIORS REQUIRED FOR EFFECTIVE LEADERSHIP WITHIN NASA.		
10. STATEMENT OF ENDORSEMENT - TO BE COMPLETED BY YOUR IMMEDIATE SUPERVISOR: DESCRIBE HOW THE NOMINEE'S PARTICIPATION IN THIS PROGRAM SUPPORTS YOUR ORGANIZATION'S DIRECTION AND THE AGENCY'S STRATEGIC DIRECTION. INDICATE WHAT YOU BELIEVE TO BE THE NOMINEE'S STRENGTHS AND MANAGEMENT OR LEADERSHIP POTENTIAL. HOW DOES THIS SPECIFIC PROGRAM MEET THE DEVELOPMENTAL NEEDS OF THE NOMINEE?		
11A. NOMINEE SIGNATURE		11B. DATE
12A. IMMEDIATE SUPERVISOR SIGNATURE		12B. DATE
13A. OFFICIAL-IN-CHARGE SIGNATURE		13B. DATE

Submit this completed nomination form, along with the NHQ 56 and any necessary course documentation to:
NASA HQ Corporate Training Office, Code 114.H, NASA Goddard Space Flight Center, Greenbelt, MD 20771.